



GEF/LDCF.SCCF.34/06
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June 29, 2023
Brasilia, Brazil

Agenda Item 06

**FY24 ADMINISTRATIVE BUDGET AND BUSINESS PLAN FOR THE LEAST DEVELOPED
COUNTRIES FUND AND THE SPECIAL CLIMATE CHANGE FUND**

Recommended Council Decision

The LDCF/SCCF Council, having reviewed document GEF/LDCF.SCCF.34/06 *FY24 Administrative Budget and Business Plan for the Least Developed Countries Fund and the Special Climate Change Fund*, approves the proposed budget for the GEF Secretariat, Scientific and Technical Advisory Panel (STAP), and the Trustee as follows:

1. \$3,775,598 (GEF Secretariat), \$133,000 (STAP), and \$502,000 (Trustee) from the Least Developed Countries Fund; and
2. \$1,229,022 (GEF Secretariat), \$133,000 (STAP), and \$110,000 (Trustee) from the Special Climate Change Fund.

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INTRODUCTION

1. The Least Developed Countries Fund for Climate Change (LDCF) and the Special Climate Change Fund (SCCF) were established in accordance with the decisions of the United Nations Framework Convention on Climate change (UNFCCC). In establishing these funds, the Council agreed that the operations and administrative costs incurred in connection with managing both the LDCF and the SCCF should be kept separate from the GEF Trust Fund.
2. This document reports on the fiscal year 2023 (FY23) LDCF/SCCF Council-approved budget and delivery of associated business plan for FY23. It proposes an administrative budget to cover the costs of the Secretariat, the Trustee, Scientific and Technical Advisory Panel (STAP) for their services to the LDCF and the SCCF for FY24 (July 1, 2023 to June 30, 2024), which is the second year of the GEF-8 period. The GEF Independent Evaluation Office (IEO) presents its own budget in a separate document.¹ Their budget request is also summarized in this document for ease of reference.
3. The document also presents the business plan for FY24 for the Secretariat. The business plan and the budget include the implementation of the Dedicated Programs, as part of the GEF Programming Strategy on Adaptation to Climate Change for the Least Developed Countries Fund and the Special Climate Change Fund for the GEF-8 Period of July 2022 to June 2026 and Operational Improvements.²

KEY DEVELOPMENTS AND ACCOMPLISHMENTS IN FY23

4. International processes including conferences and meetings resumed with in-person meetings in the FY 23 with some disruption caused by the COVID-19 pandemic. In the climate change arena, the 27th Conference of the Parties to UNFCCC (COP 27) was successfully organized in Sharm el-Sheikh, Egypt. A GEF Secretariat delegation, led by the CEO and Chairperson, participated in COP 27 where a ministerial pledging session for the SCCF and LDCF resulted in an announcement of \$105.6 million of contributions for the SCCF and the LDCF. The UNFCCC Subsidiary Body meetings were also organized from June 5 to 15, 2023 in Bonn, Germany.
5. FY23 marked the start of the GEF-8 period, and GEF Secretariat increasingly resumed regular operations as COVID restrictions were lifted around the world. Major activities were the roll-out of the GEF-8 strategy and the provision of finance through the LDCF and SCCF in line with COP guidance and national priorities, as well as consultations with countries and Agencies.

¹ GEFIO, 2023, [Four-Year Work Program and Budget for the Independent Evaluation Office of the GEF under LDCF and SCCF](#), Council Document GEF/LDCF.SCCF.34/E/01.

² GEF, 2022, [GEF Programming Strategy on Adaptation to Climate Change for the Least Developed Countries Fund and the Special Climate Change Fund for the GEF-8 Period of July 1, 2022 to June 30, 2026, and Operational Improvements](#), Council Document GEF/LDCF.SCCF.32/04.

6. During this fiscal year, the GEF Secretariat focused on rolling out the Programming Strategy for the LDCF and SCCF and Operational Improvements for the GEF-8 period of 2022-2026. This consisted of strategic outreach to all the key stakeholders regarding the ambition of the funds to support transformational adaptation, the opportunities to provide nimble support to urgent adaptation needs as outlined in the strategy; and the approach to strengthen capacity of countries to develop high impact projects. The Secretariat organized several formal and informal consultations with recipient countries, GEF agencies, UNFCCC, Green Climate Fund (GCF), Civil Society Organizations, private sector, and other partners to present the strategic priorities. It launched the Dedicated Program under the new LDCF/SCCF strategy with two regional adaptation workshops in Africa.

7. The Secretariat also engaged with the donors through various forums to brief them on the plans to roll out the GEF-8 strategy and facilitate pledging their support for the LDCF and SCCF. In addition, the GEF Secretariat continued regular business including oversight and implementation of the operational policies and programming strategies; review, and processing of project proposals for CEO or Council approval and endorsement; and coordination with the GEF Agencies, the Trustee and Convention Secretariat for LDCF/SCCF portfolio management and reporting.

8. The FY23 reporting period was characterized by the following developments and accomplishments, based on the FY23 business plan approved by the LDCF/SCCF Council in June 2022:

- (a) Constituted the Work Program presented to the 33rd LDCF/SCCF Council in December 2022, requesting \$10.13 million from the LDCF and \$0.50 million from the SCCF, both inclusive of GEF project financing and Agency fees, for two projects;³
- (b) Constituted the Work Program presented to the 34th LDCF/SCCF Council to be held in June 2023, \$60.13 million from the LDCF and \$3.36 million from the SCCF, both inclusive of GEF project financing and Agency fees for seven projects, thereby starting the dedicated SIDS support through the SCCF;⁴
- (c) Included all technically cleared projects in the two Work Programs in a timely manner, with the average time from the initial PIF submission to the CEO PIF clearance of 38 days for the December 2022 LDCF Work Program and 50 days for the June 2023 LDCF/SCCF Work Program. Almost all projects were submitted on or near the receipt deadline of PIFs for Work Program consideration, and the technical approval of projects and the Work Program constitution are done as expeditiously as the current GEF project cycle allows;

³ GEF, 2022, [Work Program for the Least Developed Countries Fund](#), Council Document GEF/LDCF.SCCF.33/03.

⁴ GEF, 2023, [Work Program for the Least Developed Countries Fund](#), Council Document GEF/LDCF.SCCF.34/03.

- (d) Organized two LDCF/SCCF Council meetings, including preparation and timely posting of Council documents;
- (e) Finalized CEO endorsements of 20 LDCF projects totaling \$154.8 million of LDCF resources, including GEF project financing and Agency fees, and CEO approval of eight projects totaling \$9.5 million (\$0.90 million SCCF and \$8.6 million LDCF) of GEF project financing and Agency fees. Additional projects are also expected to be endorsed and approved before the end of the fiscal year;
- (f) Organized a Ministerial Dialogue and Pledging Session during COP 27 at Sharm El-Sheikh, Egypt, where eight donors, namely Denmark, Finland, Germany, Ireland, Slovenia, Sweden, Switzerland, and the Walloon Region of Belgium jointly committed \$105.6 million in the new funding to the LDCF and SCCF. Additionally, Belgium, Canada, France, and the United States, as well the European Commission, signaled political support for the two funds, and some expressed an intention to contribute further in the coming months;⁵
- (g) Under the Dedicated Programs on “Outreach and Capacity Support for LDC and SIDS Planning and Programming,” organized two sub-regional adaptation programming and strategy workshops: one in Maputo, Mozambique in March 2023 where five LDCs in Southern Africa region attended and another in Dakar, Senegal for 17 Francophone African LDCs in April 2023. These workshops were designed and delivered to strengthen capacity and skills of the LDCs in translating their adaptation priorities into high impact projects for accessing LDCF and coordinating with other climate funds for programming. The key topics covered during the workshops included requirements for accessing LDCF and SCCF finance, the LDCF/SCCF project cycle, designing for impact, strengthening the scientific basis of project concepts, and coordination with the Green Climate Fund (GCF). Learning stations and knowledge sharing activities through a field visit were organized to exchange knowledge and experience. More than 150 participants, including GEF Council members and alternates, GEF Operational Focal Points, UNFCCC national focal points, climate adaptation experts from various ministries and national institutions, CSO representatives, and GEF Agencies attended the workshop and provided positive feedback.
- (h) Continued to respond to various UNFCCC COP decisions and guidance of relevance;
- (i) Carried out reporting to UNFCCC, and engagement in relevant UNFCCC-related bodies and Committees of relevance for climate adaptation. Key engagements include the following:
 - i. UNFCCC’s Needs Based Finance workshop in Bangkok in August 2022
 - ii. UNFCCC’s NAP Expo 2022 in Gaborone, Botswana in August 2022
 - iii. LDC Ministerial meeting in Dakar, Senegal in September 2022

⁵ <https://www.thegef.org/newsroom/press-releases/countries-pledge-added-support-gef-funds-urgent-climate-adaptation>

- iv. COP 27, Sharm El Sheikh, Egypt, November 2022
 - v. UNFCCC LDC Expert Group (LEG) 43 meeting and climate adaptation project writing workshop, Moroni, Comoros in February 2023
 - vi. The Fifth United Nations Conference on the Least Developed Countries (LDC5) in Doha, Qatar, March 2022
 - vii. Fifth workshop on Loss and Damage, Bonn, Germany, April 2023
 - viii. UNFCCC's SB 58 meeting in Bonn, Germany, June 2023
- (j) Continued engagement in global thought leadership and partnership to accelerate adaptation action including participation in adaptation workshops and meetings organized during COP 27, SB meetings and other forums;
 - (k) Strengthened collaboration with the GCF under the Long-Term Vision (LTV) on Complementarity, Coherence, and Collaboration between the GEF and GCF⁶ through technical consultations such as for upcoming joint investment planning in Uganda and joint organization of high-level adaptation events including a ministerial level event at the COP 27 in Sharm El Sheikh at the GEF-GCF Pavilion on advancing adaptation action in the Great Green Wall region of Africa;
 - (l) Launched the Inclusive GEF Assembly Challenge Program, a special initiative funded by the SCCF to contribute to host country Canada and GEF's vision to make the Seventh GEF Assembly inclusive and demonstrate GEF's commitment to work with non-state actors in advancing its mission of healthy planet and healthy people. The program will catalyze the vital role played by a range of community based/civil society organizations in delivering inclusive climate resilience benefits for people and ecosystems and advance the whole-of-society approach. A call for submission of initiatives was launched in April 2023. The winning initiatives will be recognized at the Assembly and receive SCCF grant through a medium-sized project.
 - (m) Enhanced communications, visibility, and outreach on LDCF and SCCF achievements and unique contributions in climate finance, through various adaptation-related events such as at the GEF-GCF Pavilion at COP 27, feature stories, press releases and strategic messaging through social media platforms;
 - (n) Continued to address LDCF/SCCF business needs for the GEF Portal and Dashboard, particularly LDCF SCCF results framework functionality and addressing issues as encountered by Agencies and partners; and
 - (o) Continued work to improve data accuracy for LDCF and SCCF projects.
9. Due to the relaxation in travel restrictions, official mission travel to strategic meetings and events during this FY increased significantly towards the second half of the fiscal year.

⁶ GEF, 2021, [Long-Term Vision on Complementarity, Coherence, and Collaboration between the Green Climate Fund and the Global Environment Facility](#), Council Document GEF/C.60/08.

BUSINESS PLAN FOR FY24

10. FY24 marks the second year of implementation of the GEF-8 LDCF/SCCF Adaptation Programming Strategy, which aims to support transformational adaptation in LDCs, SIDS and other vulnerable countries. Through the strategy, the LDCF/SCCF continue to facilitate the articulation of opportunities to provide nimble support to countries to address urgent adaptation needs and contribute to more inclusive, sustainable, and resilient development.

11. As such, actions associated with implementing the GEF-8 LDCF/SCCF Adaptation Strategy with robust programming for both the LDCF and SCCF, contributing to the successful seventh GEF Assembly through organization of the Inclusive Assembly Challenge Program and key events, responding to guidance from the recent UNFCCC COP are major tasks to be undertaken in FY24, in addition to the ongoing tasks for the LDCF/SCCF portfolio management.

12. In addition, the three pillars of the Dedicated Programs will enter into the implementation phase in earnest in FY 24, with opportunities to engage directly with LDCs and SIDS to enhance access to the LDCF/SCCF, undertake communications and outreach, and to build organizational learning.

13. The LDCF/SCCF personnel also plan to participate in COP 28 in Dubai, United Arab Emirates, to be held in-person from November 30 to December 12, 2023, where the first Global Stocktake of the implementation of the Paris Agreement will conclude, and deliberations to operationalize the funding arrangements for loss and damage will take place, among other important topics. Guidance to the LDCF and SCCF, and to the GEF are expected.

14. In light of the above, the GEF Secretariat expects continued intensified needs and demands for LDCF/SCCF work and relevant staff engagement in FY24. The proposed business plan for FY24 consists of the following work elements for the Secretariat. The proposed business plan for the Dedicated Programs is also presented below:

- (a) Implement the 2022-2026 GEF Programming Strategy on Adaptation to Climate Change for the LDCF and SCCF and Operational Improvements;⁷
- (b) Intensify outreach to, and dialogue with, donors to broaden the scale and scope of LDCF and SCCF support base to address critical emerging needs associated with the COVID-19 and climate crises, as well as opportunities for innovative programming;
- (c) Organize the Inclusive Assembly Challenge Program to catalyze inclusive and innovative on-the-ground action, to be implemented by a wide range of partners, which addresses global environmental priorities and climate change challenges, with

⁷ GEF, 2022, [*GEF Programming Strategy on Adaptation to Climate Change for the Least Developed Countries Fund for the GEF-8 Period of July 1, 2022 to June 30, 2026, and the Special Climate Change Fund and Operational Improvements.*](#)

support from the SCCF, to be announced at the Seventh GEF Assembly to be held in Vancouver, Canada, in August 2023;

- (d) Review project concepts and CEO endorsements to assess their eligibility and to guide countries and Agencies towards impactful project/program design for the LDCF and SCCF in line with the GEF-8 Programming Strategy and partnerships;
- (e) Organize two LDCF/SCCF Council meetings, including preparation of Council documents and background materials, Work Program constitution, provision of information and responses to queries, and follow-up on Council decisions;
- (f) Provide support to UNFCCC-related reporting, meetings, and other processes, including participation in COP 28 and subsidiary meetings, responding to Party and UNFCCC queries and requests for information, submission of reports, and consultations with the incoming and outgoing COP Presidencies;
- (g) Continue to support the secondment of two team members to UNFCCC to help assist the work of the Transitional Committee on Loss and Damage.
- (h) Continue the implementation of Challenge Program for Adaptation Innovation, including the issuance of the first call for concepts in GEF-8;
- (i) Continue and further enhance collaboration with the GCF, particularly on the joint investment plan development in five countries (Bangladesh, Fiji, Jamaica, Rwanda, Uganda) with the Taskforce on Access to Climate Finance;
- (j) Explore collaboration and complementarity among other climate funds, contribute to advance the climate adaptation agenda jointly, and enhance adaptation mainstreaming opportunities;
- (k) Continue to work with partners, including GEF Agencies, STAP, and other climate funds, to build and share knowledge of gender-related results, and enhance capacity to address impact and sustainability of outcomes;⁸
- (l) Continue outreach to the LDC Group and partners on the LDC Work Programme;
- (m) Support the CEO and senior management in global thought leadership and partnership to build momentum for adaptation action, to mainstream climate resilience, and to explore adaptation opportunities;
- (n) Monitor the project portfolio under implementation and recently completed; and
- (o) Further engage in the improvements of data accuracy of LDCF and SCCF projects in the ongoing work on the GEF-wide Portal development.

15. For the Dedicated Programs, FY24 will continue with the implementation of the outreach and capacity support programs and the communication and visibility enhancement. The team will also launch the organizational learning and coordination element of the Dedicated Program

⁸ This activity is aligned with recommendations from the [2020 Program Evaluation of the Least Developed Countries Fund](#) by GEF IEO (Council Document GEF/LDCF.SCCF.29/E/01).

in FY24:

- (a) Communication and visibility enhancement: Continue to support robust outreach efforts in close coordination with the Communications Team of the GEF. Enhance communications and outreach on LDCF and SCCF achievements, lessons learned, unique contributions, and outcomes of partnerships to accelerate adaptation action. Finalize the development of the communication and outreach strategy and implement key elements with development of concrete products that focus on the LDCF/SCCF and intensified outreach efforts. Retain a full-time senior professional to coordinate these tasks for the LDCF/SCCF.
- (b) Outreach and capacity support: Continue the implementation of the Dedicated Program for outreach and capacity support for country planning and programming with an emphasis on enhancing access to adaptation finance by LDCs and SIDS. Building on the successful two sub-regional workshops, organize four additional project development workshops targeting LDCs and SIDS, to encourage strategic use of the GEF-8 LDCCF and SCCF initial cap. Continue collaboration with GCF through the implementation of the LTV, including identification of additional joint initiatives between the LDCF/SCCF and the GCF, and support the national investment planning process, including joint outreach and consultations with countries. Continue to explore opportunities for alignments with the Country Engagement Strategy for the GEF-8 period.
- (c) Organizational learning and coordination: Finalize the work plan and launch this Dedicated Program in FY24, building on networks and partnerships that have been mobilized for the sub-regional workshops and consultations. Aim to produce at least three products and/or initiatives in FY24, in coordination with the communication and visibility enhancement elements.

GEF SECRETARIAT FY24 ADMINISTRATIVE BUDGET FOR LDCF AND SCCF

FY23 Current Status

16. The approved FY23 administrative budget for the GEF Secretariat was \$2,502,196 for the LDCF and \$941,037 for the SCCF.⁹ The FY23 budget included financing for staff, consultants, travel, publications and outreach, meetings, general costs necessary for the operations of these funds, as well as Dedicated Programs budget.

17. The FY23 projected expenditure for the GEF Secretariat currently stands at \$1,618,875 for the LDCF, at 64.7 percent of FY23 budget, and \$514,135 for the SCCF, at 54.6 percent of the approved FY23 budget. The under-run is attributed to limited travel and meetings from both the LDCF and SCCF during the first half of the fiscal year, and lower staff costs due to two vacancies

⁹ GEF, 2023, [FY23 Administrative Budget and Business Plan for the Least Developed Countries Fund and the Special Climate Change Fund](#), Council Document GEF/LDCF.SCCF.32/07.

that were filled mid-year. Also, the SCCF portion of the Dedicated Programs was to start upon confirmation of contributions from more than one donor totaling \$10 million or more, in line with the FY23 Business Plan. Accordingly, planning started during the second half of the fiscal year, thus contributing to the under-run.

FY24 GEF Secretariat Budget Request

18. The GEF Secretariat's budget request for FY24 amounts to \$3,775,598 for the LDCF and \$1,229,022 for the SCCF.

19. Similar to the FY23 budget, the Secretariat budget includes allocations for the Dedicated Programs on communication and visibility enhancement, outreach and capacity support, and organizational learning and coordination. The introduction of the Dedicated Programs was agreed as part of the Programming Strategy and Operational Improvement negotiations, with an approved four-year resource allocation for the GEF-8 period of \$8 million from the LDCF and \$2 million from the SCCF.

20. In order to continue to program the approved GEF-8 resources, the FY24 budget includes \$2,00,000 for the Dedicated Programs from the LDCF, and \$250,000 for the SCCF, including the new World Bank administrative support charge of 11 percent described in the section below. This allocation will enable intensified efforts on the Dedicated Programs in FY24 and beyond, in light of the modest allocations made in FY23 for the LDCF.

21. In FY23, the Council approved the SCCF portion of the Dedicated Program budget (\$250,000) which was to be used upon confirmation of contributions from more than one donor totaling \$10 million or more. With the announcement of contributions to the SCCF at COP 27 and subsequent payments, the Secretariat has started to plan SCCF-focused activities under the Dedicated Programs in the second half of FY23, and will continue with modest efforts in FY24.

22. The business plan is presented in the above section. Similar to the FY23 budget, the FY24 budget allocations for the Dedicated Programs are included in the budget request to ensure transparency. The requested budget is as follows:

- i. Staff: \$325,407 from the LDCF to cover costs associated with a senior communications position for the Communications and Visibility Program, included in the personnel charge;
- ii. Consultancies: \$250,000 from the LDCF and \$50,000 from the SCCF, to cover costs associated with the Outreach and Capacity Support Program, and preparations for the Organizational Learning and Coordination Program, which will be launched in FY24;
- iii. Travel: \$300,000 from the LDCF and \$50,000 from the SCCF, to cover missions and meeting participation as described below;

- iv. Publications and Outreach: \$225,000 from the LDCF and \$30,000 from the SCCF, to develop and disseminate outreach materials and to intensify efforts across different media;
- v. Costs of meetings: \$700,000 from the LDCF and \$95,255 from the SCCF, to organize and support at least four upstream project development workshops targeting LDCs and SIDS, thematic clinics of priority adaptation sectors and systems, and to support joint national investment planning development with the GCF, with a focus on enhancing access to adaptation finance.

23. With the inclusion of the Dedicated Program budget as above, the proposed increase from the FY23 budget for the FY24 LDCF budget is \$1,273,402 (50.9 percent) and for the FY24 SCCF budget is \$287,985 (30.6 percent).

24. Requested budgets for regular LDCF/SCCF activities besides the Dedicated Programs are explained below.

25. For staff costs, an amount of \$1,687,747 is included in the FY24 budget request for the LDCF and \$723,320 for the SCCF. The amounts requested reflect an increase of 38.3 percent for the two funds. The increase is attributable to the following: (i) to recruit one GG staff for communication and outreach to be supported with budget for the Dedicated Programs (see descriptions above), and one GG staff to address loss and damage and SIDS-oriented programming; (ii) to cost share one GF staff with the GEF Trust Fund, in part to explore opportunities for cross-programming between climate adaptation and chemicals and waste; and (iii) to account for the FY24 Salary Rate Increase (SRI). Similar to the GEF corporate budget, the LDCF/SCCF personnel cost increases annually based on the SRI approved by the Board of the World Bank for staff, which applies automatically to staff of the GEF Secretariat. This increase is expected to be 5.0 percent.¹⁰

26. For consultants, \$30,000 is requested from the LDCF and \$10,000 for the SCCF for FY24, which are similar to the amounts requested for FY23. The amounts are proposed for portfolio data management and LDCF/SCCF related tasks associated with the GEF Assembly organization.

27. As for travel, \$87,500 and \$35,000 are requested in FY24 under the LDCF and SCCF, respectively. The requested amount is at the same level as the approved FY23 budget. The travel figures reflect the following:

- (a) Increase in requests for engagement on climate funds-related consultations, coordination, and workshops;

¹⁰ As stated in the GEF Business Plan and Corporate Budget for FY24, the level of SRI increase is based on current information from the World Bank and is subject to final review and approval by the World Bank Board.

- (b) Travel needs associated with the implementation of the GEF-8 Programming Strategy for LDCF/SCCF, such as engagements in National Dialogues and Constituency Meetings; and
- (c) Travel costs associated with UNFCCC negotiations, committees, and other working bodies.

28. For publications and outreach, the request for the LDCF is zero, while for the SCCF is \$20,000 at the same level as FY23. For the LDCF, virtually all efforts related to publications and outreach will be aligned with the Dedicated Program. For the SCCF, there is a need to maintain a modest budget to prepare targeted outreach materials on the SCCF for the GEF Assembly and other SIDS and technology-focused engagements. These tasks are expected to complement efforts by the Dedicated Program.

29. For general operations costs, the FY24 requests for office lease for \$76,193 for the LDCF and \$53,681 reflect the shares of office least costs allocated to the two funds. As described in the GEF Trust Fund FY24 budget request, the lease budget presented for the LDCF/SCCF includes costing figures for office space based on the longer-term lease negotiated last year, for Council consideration.¹¹ Due to the favorable cost arrangements in the longer-term lease, a significant projected savings of 15 percent may be envisaged in FY24 compared to the approved FY23 budget under the previous lease. This arrangement, however, still needs to be agreed by the World Bank.

30. A budget for IT systems (Portal) of \$40,000 for the LDCF and \$35,000 for the SCCF is requested for FY24 to continue to develop the GEF-8 LDCF/SCCF results framework functionality, and to carry out other tasks identified. The requested budget figures are comparable to the FY23 approved figures.

31. The costs of meetings are requested for \$5,000 for the LDCF and \$5,000 for the SCCF, similar to the FY23 approved budget. The budget is expected to support LDCF/SCCF consultations organized at UNFCCC meetings, at the margins of LDCF/SCCF Council, and other key activities. Some meetings are expected to take place virtually, resulting in cost savings.

World Bank Administrative Support

32. Similar to the GEF corporate budget, the FY24 budget request includes a new cost line to pay for administrative support from the World Bank.¹² This is calculated at an indirect charge of 11 percent on all direct costs, leading to a cost of \$374,158 for the LDCF and \$121,795 for the SCCF in FY24.

¹¹ GEF, 2023, [GEF Business Plan and Corporate Budget for FY24](#), Council Document GEF/C.64/03.

¹² Ibid.

82. In addition to the new indirect charge rate, the LDCF/SCCF would also continue to pay the World Bank for the costs of IT equipment (laptops, printing, etc.) and for work to support and develop IT systems tailored to the LDCF/SCCF business needs, including the GEF Portal.

33. This major increase in costs has the effect of significantly increasing the costs of the overall budget request.

34. The GEF Secretariat's FY24 budget requests are summarized in Table 1 and Table 2.

Table 1: GEF Secretariat FY23 Budget and FY24 Budget Request for LDCF

L D C F							
Expense Category	FY23 Approved Budget	FY23 (Actual/ Projected Costs)	Comparison between FY 23 Actual/Projected and Approved Budgets		FY24 Budget Request	Comparison between FY23 Approved and FY24 Requested Budgets	
	US\$	US\$	\$	%	US\$	\$	%
Staff Costs (Salaries and Benefits)	1,220,058	911,992	-308,066	-25.3%	1,687,747	467,689	38.3%
Variable Costs	1,152,500	569,433	-583,067	-50.6%	1,597,500	445,000	38.6%
Consultants	30,000	95,508	-234,493	-71.1%	30,000	0	0.0%
Consultants for Dedicated Program	300,000				250,000	-50,000	-16.7%
Travel	87,500	161,194	-76,306	-32.1%	87,500	0	0.0%
Travel for Dedicated Program	150,000				300,000	150,000	100.0%
Publications and Outreach	30,000	83,656	-196,344	-70.1%	0	-30,000	-100.0%
Publications and Outreach for Dedicated Program	250,000				225,000	-25,000	-10.0%
Costs of Meetings	5,000	229,076	-75,924	-24.9%	5,000	0	0.0%
Costs of Meetings for Dedicated Program	300,000				700,000	400,000	133.3%
Fixed Costs	129,638	137,450	7,812	6.0%	116,193	-13,446	-10.4%
General Operations Costs (office lease)	89,638	97,450	7,812	8.7%	76,193	-13,446	-15.0%
IT systems (Portal)	40,000	40,000	0	0.0%	40,000	0	0.0%
Total without indirect charge	2,502,196	1,618,875	-883,321	-35.3%	3,401,440	899,244	35.9%

L D C F							
Expense Category	FY23 Approved Budget	FY23 (Actual/Projected Costs)	Comparison between FY 23 Actual/Projected and Approved Budgets		FY24 Budget Request	Comparison between FY23 Approved and FY24 Requested Budgets	
			US\$	US\$		\$	%
WB Admin Support (11% indirect charge)**					374,158	374,158	new
GRAND TOTAL	2,502,196	1,618,875	-883,321	-35.3%	3,775,598	1,273,402	50.9%

Table 2: GEF Secretariat FY23 Budget and FY24 Budget Request for SCCF

S C C F							
Expense Category	FY23 Approved Budget	FY23 (Actual/Projected Costs)	Comparison between FY 23 Actual/Projected and Approved Budgets		FY24 Budget Request	Comparison between FY23 Approved and FY24 Requested Budgets	
			US\$	US\$		\$	%
Staff Costs (Salaries and Benefits)	522,882	345,878	-177,004	-33.9%	723,320	200,438	38.3%
Variable Costs	320,000	64,255	-255,745	-79.9%	295,225	-24,775	-7.7%
Consultants	10,000	54,736	-25,264	-31.6%	10,000	0	0.0%
Consultants for Dedicated Program	70,000				50,000	-20,000	-28.6%
Travel	35,000	5,019	-79,981	-94.1%	35,000	0	0.0%
Travel for Dedicated Program	50,000				50,000	0	0.0%
Publications and Outreach	20,000	0	-80,000	100.0%	20,000	0	0.0%
Publications and Outreach for Dedicated Program	60,000				30,000	-30,000	-50.0%
Costs of Meetings	5,000	4,500	-70,500	-94.0%	5,000	0	0.0%
Costs of Meetings for Dedicated Program	70,000				95,225	25,225	36.0%
Fixed Costs	98,155	104,002	5,848	6.0%	88,681	-9,473	-9.7%

S C C F							
Expense Category	FY23 Approved Budget	FY23 (Actual/Projected Costs)	Comparison between FY 23 Actual/Projected and Approved Budgets		FY24 Budget Request	Comparison between FY23 Approved and FY24 Requested Budgets	
	US\$	US\$	\$	%	US\$	\$	%
General Operations Costs (office lease)	63,155	69,002	5,848	9.3%	53,681	-9,473	-15.0%
IT systems (Portal)	35,000	35,000	0	0.0%	35,000	0	0.0%
Total without indirect charge	941,037	514,135	-426,901	-45.4%	1,107,227	166,190	17.7%
WB Admin Support (11% indirect charge)**					121,795	121,795	new
GRAND TOTAL	941,037	514,135	-426,901	-45.4%	1,229,022	287,985	30.6%

STAP FY24 ADMINISTRATIVE BUDGET FOR LDCF AND SCCF

Responsibilities of STAP

35. In FY23, STAP continued to collaborate with GEF Partners and the GEF Secretariat to enhance the impact of adaptation projects. Particular focus was on developing the Information Document: A Typology of Climate Change Adaptation Benefits which, when aggregated using this typology, can inform decision-making at the level of a multi-project portfolio, on contributing to the development of cross-cutting STAP advice, as well as on screening Work Programs.

36. STAP will continue to review the scientific and technical soundness of all LDCF/SCCF full-sized projects, in particular climate change impacts, resilience, vulnerability, and adaptation. In addition, STAP will continue to provide advice on strategies and policies for the LDCF/SCCF.

37. STAP's budget request for FY24 is summarized in the Tables below for LDCF and SCCF. STAP work program activities for FY23 have been implemented within the approved budget. The FY24 budget request includes a slight increase to reflect cost-of-living increases, fifty percent of a STAP Secretariat Programme Officer, as well as travel to the GEF Assembly in addition to regular travel. Figures for FY23 expenditures are estimates, as final audited results are not yet available.

Table 3: STAP FY24 Budget Request for LDCF

STAP – Secretariat Expense Category	FY23 Budget \$ millions	FY23 Estimated expenditures* \$ millions	FY24 Request \$ millions
Staff Costs			
Salaries and Benefits	0.045	0.105	0.059
Travel	**		0.007
Consultant Costs***, Fees, Travel (excludes PM travel)	0.029 ****		0.020
Panel Members Honoraria, STAP Meetings (FY24 excludes travel & procurement)	0.045	0.023	0.025
Travel	****		0.012
General Operating Costs			
Office space, equipment, printing/design, communications, supplies, corporate services	0.009		0.010
TOTAL	0.128	0.128	0.133

Table 4: STAP FY24 Budget Request for SCCF

STAP – Secretariat Expense Category	FY23 Budget \$ millions	FY23 Estimated expenditures* \$ millions	FY24 Request \$ millions
Staff Costs			
Salaries and Benefits	0.045	0.105	0.059
Travel	**		0.007
Consultant Costs***, Fees, Travel (excludes PM travel)	0.029 ****		0.020
Panel Members Honoraria, STAP Meetings (FY24 excludes travel & procurement)	0.045	0.023	0.025
Travel	****		0.012
General Operating Costs			

STAP – Secretariat Expense Category	FY23 Budget \$ millions	FY23 Estimated expenditures* \$ millions	FY24 Request \$ millions
Office space, equipment, printing/design, communications, supplies, corporate services	0.009		0.010
TOTAL	0.128	0.128	0.133

*Audited figures not yet available

**In the FY23 Budget, Travel was included with Salaries and Benefits; however, for the FY23 Estimated Expenditures and for the FY24 Request, we have separated Travel from Salaries and Benefits to provide more detail in the budget.

***Includes costs of work with Implementing Partners

**** FY23 Budget for Consultant Costs, Fees, SSFAs and Travel includes PM related travel costs, but the FY23 Estimated Expenditures and FY24 Requests separates these amounts to provide more detail in the budget.

TRUSTEE FY24 ADMINISTRATIVE FEES FOR LDCF AND SCCF

Least Developed Countries Fund

38. As agreed with donors under the Trust Fund Administration Agreements, the Trustee receives an annual administrative fee to cover reasonable actual expenses incurred by the Trustee in carrying out the Trustee function for the LDCF.

39. The core elements of the Trustee’s work program in FY24 include: (i) management of donor contributions; (ii) financial and investment management of resources; (iii) commitments and disbursements to the Agencies; (iv) infrastructure and systems support; (v) accounting and reporting for the financial and operational activities of the LDCF; and (vi) preparation of amendments and finalization of Financial Procedures Agreements (FPAs) between the Trustee and the GEF Agencies. Table 5 below shows the breakdown of the Trustee fee by services provided to the LDCF.

Table 5: LDCF: Budgetary Requirements for Services Provided by the Trustee (in US\$)

LDCF: Budgetary Requirements for Services Provided by the Trustee			
FY24 (in USD)			
Trustee Services	FY23 Approved	FY23 Expected Actual	FY24 Proposed Budget
Financial Management and Relationship Management	57,000	57,000	65,000
Investment Management /a	320,000	381,000	383,000
Accounting and Reporting	23,000	23,000	27,000
Legal Services	27,000	27,000	27,000
Total Costs	427,000	488,000	502,000
a/ Investment management cost is a variable cost that is calculated based on 4.5 basis points of the average annual balance of the Trust Fund.			

Special Climate Change Fund

40. As agreed with donors under the Trust Fund Administration Agreements, the Trustee will receive an annual administrative fee to cover reasonable actual expenses incurred by the Trustee in carrying out the Trustee function for the SCCF.

41. The core elements of the Trustee’s FY24 work program for the SCCF include: (i) management of donor contributions; (ii) financial and investment management of resources; (iii) commitments and disbursements to the Implementing Agencies; (iv) infrastructure and systems support; (v) accounting and reporting for the financial and operational activities of the SCCF; and (vi) preparation of amendments and finalization of Financial Procedures Agreements (FPAs) between the Trustee and the GEF Agencies. Table 6 below shows the breakdown of the Trustee fee by services provided to the SCCF.

Table 6: SCCF: Budgetary Requirements for Services Provided by the Trustee (in US\$)

SCCF: Budgetary Requirements for Services Provided by the Trustee			
FY 24			
(in USD)			
Trustee Services	FY23 Approved	FY23 Expected Actual	FY24 Proposed Budget
Financial Management and Relationship Management	44,000	44,000	46,000
Investment Management /a	23,000	19,000	21,000
Accounting and Reporting	19,000	19,000	19,000
Legal Services	24,000	24,000	24,000
Total Costs, including Special Initiative	110,000	106,000	110,000
a/ Investment management cost is a variable cost that is calculated based on 4.5 basis points of the average annual balance of the Trust Fund.			

42. The FY23 fees for Trustee services are expected to be \$106,000, which is slightly lower than the approved budget of \$110,000 due to lower investment management fee.

43. To cover FY24 expenses of the above work program, the Trustee requests a budget of \$110,000 which is consistent with the total FY23 approved budget. It is expected that the marginal increase in the financial management cost is offset by the slightly expected lower fee for investment management. The actual investment management costs will vary depending on the actual average liquidity level during FY24.

GEF INDEPENDENT EVALUATION OFFICE FY24 ADMINISTRATIVE BUDGET FOR LDCF AND SCCF

44. The GEF IEO has submitted a Four-Year Work Program and Budget for the IEO under the LDCF and SCCF to the 34th LDCF/SCCF Council as a separate document for Council decision.¹³

45. The GEF IEO requests \$1,269,257 in total for the next four years, with \$730,954 from the LDCF and \$538,303 from the SCCF. The previous multiannual budget for FY20 to FY23 was approved by the LDCF/SCCF Council for \$340,000 in June 2019.

46. For FY24, the GEF IEO requests \$204,400 from the LDCF and \$135,100 from the SCCF, for a total of \$339,500. In comparison, the FY23 approved IEO budget was \$23,000 for the LDCF and \$23,000 for the SCCF, for a total of \$46,000.

TOTAL FY24 REQUESTED ADMINISTRATIVE BUDGET FOR LDCF AND SCCF

47. The total consolidated FY24 budget request for the GEF Secretariat, STAP, and the Trustee is \$4,410,598 for the LDCF and \$1,472,022 for the SCCF as shown in Table 7.

48. With the GEF IEO budget request, to be separately approved by the LDCF/SCCF Council, the total FY24 budget request stands at \$4,614,998 from the LDCF and \$1,607,122 from the SCCF.

Table 7: Consolidated FY24 Budget Request for LDCF and SCCF

	LDCF FY24 (\$)	SCCF FY24 (\$)	Total FY24 (\$)
GEF Secretariat	3,775,598	1,229,022	5,004,620
STAP	133,000	133,000	266,000
Trustee	502,000	110,000	612,000
Total Request	4,410,598	1,472,022	5,882,620
GEF IEO*	204,400	135,100	339,500
Total	4,614,998	1,607,122	6,222,120

* to be approved separately by LDCF/SCCF Council

49. As presented in Table 8, the total FY24 budget request for LDCF, including the GEF Secretariat, STAP, the Trustee, and the GEF IEO is \$1,534,082 or 49.8 percent, additional to the FY23 budget. Most of the increase is attributable to the additional inclusion of the GEF-8 Dedicated Programs, personnel, and GEF IEO budget request.

¹³ GEFIEO, 2023, [Four-Year Work Program and Budget for the Independent Evaluation Office of the GEF under LDCF and SCCF](#), GEF/LDCF.SCCF.34/E/01.

Table 8: Comparison of FY23 and FY24 Budget Requests for LDCF

	LDCF FY23 (\$)	LDCF FY24 (\$)	Difference (\$ and %)
GEF Secretariat	2,502,196	3,775,598	1,273,402
			50.9%
STAP	128,000	133,000	5,000
			3.9%
Trustee	427,000	502,000	75,000
			17.6%
GEF IEO*	23,000	204,400	181,400
			788.7%
Total	3,080,196	4,614,998	1,534,802
			49.8%

* to be approved separately by LDCF/SCCF Council

50. As for the SCCF, the total FY24 budget request is \$405,085, or 33.7 percent, more than the FY23 budget, as presented in Table 9.

Table 9: Comparison of FY23 and FY24 Budget Requests for SCCF

	SCCF FY23 (\$)	SCCF FY24 (\$)	Difference (\$ and %)
GEF Secretariat	941,037	1,229,022	287,985
			30.6%
STAP	128,000	133,000	5,000
			3.9%
Trustee	110,000	110,000	0
			0.0%
GEF IEO*	23,000	135,100	112,100
			487.4%
Total	1,202,037	1,607,122	405,085
			33.7%

* to be approved separately by LDCF/SCCF Council